

**DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF CRIMINAL JUSTICE
State Office of Victim Witness Advocacy**

NOTICE OF AVAILABILITY OF FUNDS FOR COMPETITIVE SUBGRANT PROGRAM

Take notice, that in compliance with N.J.S.A. 52:14-34.4, Notice of Availability of Funds, the Department of Law and Public Safety, Division of Criminal Justice, State Office of Victim Witness Advocacy (DCJ/SOVWA) announces the availability of competitive subgrants to public and private nonprofit agencies to develop, continue, expand or strengthen core services for victims of domestic violence and sexual assault. Core services shall include, but not limited to, 24 hour hotline services; crisis response; shelters; legal, financial and housing advocacy; community education and outreach; children's services; accompaniment; and counseling. Applications must specify agency's experience and capability to provide a minimum of three (3) core services.

Funds for this program are derived from the State Fiscal Year (SFY) 2008 Budget Appropriation (aka Governor's Grant-In-Aid funds) for Victims of Domestic Violence and Sexual Assault. For the grant period covered by this Notice, a total of \$849,713 is available to fund individual grants in amounts up to \$50,000 each. Only one application per agency will be accepted and reviewed.

GRANT PERIOD

Under this Notice, the grant period is twelve (12) months from May 1, 2008 through April 30, 2009. The subgrantee shall recognize and agree that both the initial provision of funding and the continuation of funding under a grant agreement is expressly dependant upon the availability of the Department of Law and Public Safety (Department) of funds appropriated by the State Legislation from state and/or federal revenue or such other funding sources as may be applicable. A failure of the Department to make any payment under a grant agreement or to observe and perform any condition on its part to be performed under a grant agreement as a result of the failure of the State Legislature to appropriate shall not in any manner constitute a breach of a grant agreement by the Department or an event of default under a grant agreement and the Department shall not be held liable for any breach of a grant agreement because of the absence of available funding appropriations. In addition, future funding shall not be anticipated from the Department beyond the duration of the award period set forth in a grant agreement and in no event shall a grant agreement be construed as a commitment by the Department to expend funds beyond the termination date set in a grant agreement.

ELIGIBILITY

Private nonprofit organizations that provide services to victims of domestic violence and/or sexual assault and are organized under Title 15A of the New Jersey Revised Statutes or otherwise qualified for nonprofit tax exemption under the Internal Revenue Code 26 U.S.C. §501(c)(3) and public agencies that provide services to victims of domestic violence and/or sexual assault and are not a part of a law enforcement or prosecutor's office are eligible to apply. Agencies awarded funds during calendar year 2008 from State Appropriation funds (Governor's Grant-In-Aid funds) administered by DCJ/SOVWA, are **not eligible** to participate in this grant program.

PROGRAM PURPOSE

The purpose of this state grant program is to develop, continue or expand core services to victims of domestic violence and/or sexual assault. An application shall describe a project that includes a minimum of three (3) core services, including but not limited to:

- Emergency response
 - 24 hour hotline and information*
 - 24 hour shelter entry*
 - 24 hour crises response, including Sexual Assault Response Team (SART)*
- Advocacy
 - Legal, financial and housing*
 - Accompaniment to court, hospitals and appointments*
- Counseling
- Community Education and Networking
- Children's Services, including day care, recreation and education
- Outreach

APPLICATION REQUIREMENTS

The official application with Program Guidelines and detailed instructions can be obtained on our website www.njvw.org or by writing to:

SFY08 Grant Applications
State Office of Victim Witness Advocacy
New Jersey Division of Criminal Justice
P.O. Box 094
25 Market Street
Trenton, New Jersey 08625-0094

Applications may also be requested by telephone at (609) 896-8855.

One original application and four copies must be received in the State Office of Victim Witness Advocacy no later than **4:00 p.m. on Friday, March 14, 2008**. No facsimile or electronic mail can be accepted. The address for regular mail is the same as above. The address for overnight mail or hand deliveries only is:

State Office of Victim Witness Advocacy
New Jersey Division of Criminal Justice
3131 Princeton Pike, Building 3A, Suite 100
Lawrenceville, New Jersey 08648

Applications received after 4:00 p.m. on March 14, 2008 will not be considered for funding. Applications that do not comply with the requirements of this Notice of Availability of Funds will not be considered. The Division of Criminal Justice reserves the right to decline any and all applications for funding and to award grants in amounts that may be other than requested.

APPLICATION CONTENT

The application package contains the required administrative, program, and budget forms. The program narrative must contain the following information:

Problem Statement - (20 points)

Identify the specific problem(s), target population and geographic area that the proposed project will address. Describe local conditions and the needs and characteristics of the target population. Describe existing services and identify gaps and/or barriers in services. Provide supporting documentation, including relevant local facts, statistics, study findings, etc.

Project Work Plan - (50 points)

Complete the Project Work Plan identifying each goal, the corresponding objectives, responsible staff, tools used to evaluate outcomes and feasible time frames. Each area of the work plan is worth the following points: Goals (15 pts), Objectives (10 pts), Responsible Staff (10 pts), Evaluation tools (10 pts) and time frames (5 pts) for a maximum of 50 points. Specify clear, realistic goals for the proposed project. Identify objectives that are concise, measurable and clearly relate to the goals, problem statement and target population. List responsible staff for each objective and whether they will support the project on a part-time or full-time basis. Provide job descriptions and resumes of project staff in appendix. Identify, where applicable, the tools that will be used to evaluate the stated objectives, the type of data that will be collected and the person responsible for conducting the evaluation. Applicants should attach samples of evaluation tools in appendix. Feasible time periods should be identified for the stated objectives.

Budget Request & Narrative - (15 points)

Provide detailed narrative justification for each budget category and line item of funds requested on the Budget forms for the proposed project in accordance with the Program Guidelines. Costs must be specific and tied to the project objectives.

Three Letters of Support - (15 points)

Provide three original letters of support that must be from law enforcement agencies, social services agencies, and/or established victim services agencies on the recommending agency's letterhead. Each letter must specifically attest to the applicant's experience and capability to provide core services to victims of domestic violence and/or sexual assault. The letters can not be dated prior to January 1, 2008.

APPLICATION SCORING CRITERIA

Evaluation/scoring of applications will be based on a total of 100 points as the highest possible score with the maximum points assigned to each category as follows:

Problem Statement.....	20 points
Project Work Plan.....	50 points
Itemized Budget and Detailed Narrative Justification.....	15 points
Three Letters of Support.....	<u>15 points</u>
Total..100 points

Formula Ranking of Applications

Grant applications will be ranked (from the highest score to the lowest) based upon the total score received from the following formula factors:

<u>Formula Factors</u>	<u>% Weighed in Formula</u>
Average of Two Reviewers' Scores	80%
County Crime Index	20%

NOTIFICATION OF AWARD

All applicants will be notified in writing on or about April 21, 2008 as to whether or not the agency's project will be funded.

By: _____

Date: _____

Gregory A. Paw
Director, Division of Criminal Justice